

# Senate Resolution 3 - Reprinted

## SENATE RESOLUTION NO. 3

BY WHITVER

(As Amended and Passed by the Senate February 13, 2019)

\_\_\_\_\_ and [ = New Language by the Senate

1 A Resolution relating to permanent rules of the senate  
2 for the eighty-eighth general assembly.

3 BE IT RESOLVED BY THE SENATE, That the permanent  
4 rules of the senate for the ~~eighty-seventh~~  
5 eighty-eighth general assembly be as follows:

### 6 RULES OF THE SENATE

#### 7 Rule 1

#### 8 Quorum

9 A constitutional majority shall constitute a quorum  
10 of the senate. Any senator may insist a quorum be  
11 present.

#### 12 Rule 2

#### 13 Adoption and Amendment of Rules

14 Whenever the senate is operating under temporary  
15 rules, the rules may be amended or repealed, or  
16 permanent rules may be adopted, by a constitutional  
17 majority of the senators. After adoption of permanent  
18 rules of the senate during any general assembly, the  
19 rules may be amended or repealed by a constitutional  
20 majority of the senators voting on a simple resolution.

#### 21 Rule 3

#### 22 Rules of Parliamentary Procedure

23 In cases not covered by senate rules or joint rules,  
24 Mason's Manual of Legislative Procedure shall govern.

#### 25 Rule 4

#### 26 Sessions of the General Assembly

1 The election of officers, organization, hiring and  
2 compensation of employees, and committees of the senate  
3 shall carry over from the first to the second regular  
4 sessions and to any extraordinary sessions of the same  
5 general assembly.

6 All bills, study bills, and resolutions introduced  
7 in the first regular session of a general assembly,  
8 except those which have been withdrawn, indefinitely  
9 postponed, or have failed, shall carry over into the  
10 second regular session and to any extraordinary session  
11 of the same general assembly. Bills and resolutions  
12 which have been voted upon on final passage by either  
13 house in any session shall remain on the calendar in  
14 the same status as at the end of the session at any  
15 subsequent regular or extraordinary session. Except  
16 as provided by this rule, upon the adjournment of the  
17 first regular session and any extraordinary session,  
18 each bill or resolution shall be automatically referred  
19 back to the committee to which it was originally  
20 assigned. The secretary of the senate shall publish in  
21 the journal a list of the bills returned to committee  
22 under this rule and shall present a list to the chairs  
23 of the respective committees upon the convening of  
24 the second regular session. Within seven days after  
25 the first committee meeting after the convening of  
26 the second regular session, committee chairs shall  
27 either refer such bills and resolutions that have been  
28 returned to their respective committees under this rule  
29 to a subcommittee for consideration or indefinitely  
30 postpone further consideration of such bills. The

1 committee chairs shall report to the senate the bill  
2 or resolution number and the names of the subcommittee  
3 members.

4

Rule 5

5

Regular Order of Daily Business

6 The following order shall govern, subject to any  
7 special order:

- 8 1. Correction of the journal.
- 9 2. Senators to be excused.
- 10 3. Communications to the Senate.
- 11 4. Introduction of bills and resolutions.
- 12 5. Consideration of senate calendar.

13

Rule 6

14

Senate Calendar

15 1. Each legislative day the secretary of the senate  
16 shall prepare a listing of bills to be known as the  
17 "Senate Calendar".

18 2. The senate calendar shall include separate  
19 listings for any bills and resolutions in the following  
20 categories:

- 21 a. Conference Committee Report
- 22 b. Bills in Conference Committee
- 23 c. House Amendment to Senate Amendment to House  
24 File
- 25 d. House Refuses to Concur in Senate Amendment to  
26 House File
- 27 e. Senate Files Amended by the House
- 28 f. Unfinished Business
- 29 g. Motions to Reconsider
- 30 h. Administrative Rules Nullification Resolutions

1 i. Veto Messages from the Governor

2 3. The secretary shall list bills and resolutions  
3 in the above categories in numerical order. Upon  
4 their first publication in the calendar, bills and  
5 resolutions in the above categories may be called up  
6 for debate at any time by the majority leader. Motions  
7 to reconsider shall be called up as provided by Rule  
8 24.

9 4. The senate calendar shall include a listing  
10 of senate appropriations committee bills and bills  
11 reported out by the senate appropriations committee.  
12 The list shall be known as the "Appropriations  
13 Calendar". The secretary shall list the bills in  
14 numerical order. Upon their first publication in the  
15 calendar, bills on the appropriations calendar may be  
16 called up for debate at any time by the majority leader  
17 provided they are eligible under Rule 8.

18 5. The senate calendar shall include a listing  
19 of bills which pertain to the levy, assessment or  
20 collection of taxes sponsored by or initially assigned  
21 to and reported out by the senate ways and means  
22 committee. The list shall be known as the "Ways and  
23 Means Calendar". The secretary shall list the bills in  
24 numerical order. Upon their first publication in the  
25 calendar, bills on the ways and means calendar may be  
26 called up for debate at any time by the majority leader  
27 provided they are eligible under Rule 8.

28 6. The senate calendar shall include a list of  
29 bills and resolutions, known as the "Regular Calendar",  
30 which shall consist of bills and resolutions reported

1 out by a senate committee. The bills and resolutions  
2 shall be listed in numerical order. Priority shall be  
3 given to senate over house bills and resolutions. Upon  
4 their first publication in the calendar, bills on the  
5 regular calendar may be called up for debate at any  
6 time by the majority leader, provided they are eligible  
7 under Rule 8.

8 A bill reported out of committee which is  
9 subsequently referred to the ways and means or  
10 appropriations committee and then reported out of that  
11 committee, shall be returned to the regular calendar in  
12 numerical order.

13 7. The senate calendar shall include a listing of  
14 the governor's appointees to state boards, commissions,  
15 and other offices requiring senate confirmation. This  
16 listing shall be known as the "Confirmation Calendar".  
17 Names on the confirmation calendar may be called up  
18 for confirmation at any time by the majority leader  
19 provided they are eligible under rule 59.

20 8. The majority leader, or in the absence of the  
21 majority leader the assistant majority leaders, may  
22 select from among the bills on the previous legislative  
23 day's Senate calendar and from the bills selected  
24 create a new listing which shall be known as the  
25 "Tentative Debate Calendar". A bill or resolution on  
26 the tentative debate calendar may be debated only when  
27 eligible under Rule 8.

28 9. If the senate shall not be in session on a day  
29 assigned in ~~paragraph eight~~ subsection 8 for action  
30 upon a calendar, such assigned action may occur on the

1 next succeeding legislative day.

2 10. On any bill called up for debate from any  
3 calendar, debate may continue from day to day until  
4 it is adopted, fails, or is postponed or deferred. If  
5 further debate is postponed or deferred without a time  
6 to continue being set, the bill shall be listed as  
7 unfinished business. Bills that are returned to the  
8 committee of first referral or to a different committee  
9 after being considered by the senate and classified as  
10 unfinished business shall be returned to the unfinished  
11 business calendar by that committee when the bill is  
12 reported out of committee. The unfinished business  
13 date on the calendar shall be the date on which the  
14 bill was returned to committee.

15 Rule 7

16 Reserved.

17 Rule 8

18 When Eligible for Consideration

19 Bills, resolutions, and appointments shall be  
20 eligible for consideration by the senate as follows:

21 1. An appointment by the governor which requires  
22 senate confirmation shall be eligible on the second  
23 legislative day it is printed in the senate calendar as  
24 provided by Rule 59.

25 2. A house or individually sponsored bill or  
26 resolution reported out by a committee shall be  
27 eligible on the second legislative day it is printed in  
28 the senate calendar.

29 3. A committee bill or resolution sponsored by  
30 the appropriations committee shall be eligible on the

1 second legislative day it is printed in the senate  
2 calendar.

3 4. Any committee bill or resolution, other than  
4 a bill or resolution sponsored by the appropriations  
5 committee, shall be eligible on the third legislative  
6 day it is printed in the senate calendar.

7 5. A bill that has been reported out to the  
8 senate calendar, referred to a different committee  
9 and reported out by that committee is eligible for  
10 consideration by the senate on the day it would have  
11 been eligible under subsection 2, 3, or 4, whichever  
12 is applicable, as if the bill had been printed in the  
13 calendar after having been reported out by the first  
14 committee.

15 Rule 9

16 Debate and Decorum

17 Before addressing the senate, the senator shall  
18 request recognition by depressing the "speak" device  
19 and, when recognized, rise and respectfully address the  
20 chair.

21 The senator shall confine all remarks to the  
22 question under debate and shall avoid discussing  
23 personalities or implication of improper motives. No  
24 questions except by the senator recognized shall be  
25 entertained after a senator is recognized to give final  
26 remarks.

27 Rule 10

28 Point of Personal Privilege

29 A point of personal privilege shall only be  
30 recognized immediately prior to adjournment for the

1 day when there is no motion pending or other business  
2 being considered by the senate. Points of personal  
3 privilege shall not be in order during the time when  
4 appropriation subcommittees are scheduled to meet.  
5 Senators speaking on a point of personal privilege  
6 shall be limited to ten minutes.

7 Rule 11

8 Introduction and Presentation of Guests

9 Only former members of the senate and former and  
10 present members of Congress shall be presented to  
11 the senate, except that the president of the senate  
12 may present a visitor whose presence is of special  
13 significance to the senate. The introduction of  
14 school groups accompanied by school officials shall be  
15 announced by the president of the senate or a senator  
16 and shall be recorded in the journal upon written  
17 request of a member of the senate. Senators may be  
18 recognized to introduce guests in the galleries when  
19 there is no motion pending or other business being  
20 considered by the senate. Introductions shall be  
21 limited to one minute.

22 Rule 12

23 Form and Withdrawal of Motions, Amendments, and  
24 Signatures

25 Motions need not be in writing unless required by  
26 the president or by the senate. No motion requires  
27 a second. Any amendment, motion (including a motion  
28 to reconsider), or resolution may be withdrawn by the  
29 mover if it has not been amended by the senate and if  
30 no amendment is pending. All amendments to bills,



1 resolutions, and reports shall be in writing and filed  
2 before being acted upon by the senate.

3 No amendment, resolution, bill, or conference  
4 committee report shall be considered by the senate  
5 without a copy of the amendment, resolution, bill, or  
6 conference committee report being on the desks of the  
7 entire membership of the senate prior to consideration.  
8 However, after the fourteenth week of the first session  
9 and the twelfth week of the second session, amendments  
10 and senate resolutions may be considered by the senate  
11 without a copy of the amendment or senate resolution  
12 being on the desks of the entire membership of the  
13 senate if a copy of the amendment or senate resolution  
14 is made available to the entire membership of the  
15 senate electronically. However, such consideration  
16 shall be deferred until a copy of the amendment or  
17 senate resolution is on the desk of any senator who so  
18 requests.

19 All amendments, reports, petitions or other  
20 documents requiring a signature shall have the name  
21 printed under the place for the signature. Once a  
22 signature is affixed and the document containing the  
23 signature filed with the recording clerk in the well,  
24 that signature shall not be removed.

25 When an amendment to a main amendment is filed that  
26 would negate the effect of the main amendment and  
27 thereby leave the bill unchanged, the presiding officer  
28 shall have the authority to declare the amendment to  
29 the main amendment out of order, subject to an appeal  
30 to the full senate.

1       When a house amendment to a senate file is before  
2 the senate, an amendment to the house amendment shall  
3 be considered an amendment in the first degree.

4      Regardless of its origin, an amendment in the third  
5 degree shall be ruled out of order.

6       When a ruling on whether an amendment is or is not  
7 germane is issued, the ruling shall be accompanied by  
8 an explanation.

### Rule 13

## 10 Order and Precedence of Motions and Amendments

11 When a question is under debate, no motion shall  
12 be received but to adjourn, to recess, questions  
13 of privilege, to lay on the table, for the previous  
14 question, to postpone to a day certain, to refer,  
15 to amend, to postpone indefinitely, to defer, or  
16 incidental motions. A substitute is not in order  
17 unless it is in the form of a motion to substitute.  
18 Such motions shall have precedence in the order in  
19 which they are named. No motion to postpone to a  
20 day certain, to refer, or postpone indefinitely,  
21 being decided, shall be again allowed on the same  
22 day with regard to the same question. A motion to  
23 strike out the enacting clause of a bill shall have  
24 precedence over all amendments and, if carried, shall  
25 be considered equivalent to the rejection of the bill.

26 A motion to strike everything after the enacting  
27 clause has precedence over a committee amendment and  
28 all other amendments except one to strike the enacting  
29 clause. A committee amendment has precedence over all  
30 other amendments except as provided in this rule.

1 A motion to rerefer a bill to committee may specify  
2 when the committee shall report the bill to the senate.  
3 If the motion is adopted in such form, the committee  
4 must report the bill by the date and time specified  
5 with or without recommendation or the bill shall  
6 automatically be returned to the calendar. When the  
7 bill is returned to the calendar, it shall occupy  
8 the same position it occupied at the time the bill  
9 was rereferred to the committee. If the committee  
10 to which the bill is rereferred submits an amendment  
11 in its report, that committee amendment shall take  
12 precedence over other amendments except if that  
13 committee amendment is in conflict with amendments  
14 previously adopted, the committee amendment shall  
15 not be considered until consideration of motions to  
16 reconsider the previously adopted amendments result  
17 in removing the conflict. A committee may not file  
18 an amendment to a bill unless the bill is in the  
19 committee's possession.

20 Rule 14

21 Motions Before the Senate

22 Motions before the senate, except motions for  
23 adjournment or recess, shall be displayed on the  
24 electronic voting system display boards.

25 Rule 15

26 Nondebatable Motions

27 The following motions are not debatable:

28 Adjourn

29 Recess

30 Lift a Call of the Senate

1 Lay on Table or Take from Table

2 Previous Question

3 Reconsider vote by which bill was placed on last  
4 reading.

5 A Motion to Reconsider and Lay the Motion to  
6 Reconsider on the Table (Double-barreled Motion).

7 Rule 16

8 Division of the Question

9 Any senator may call for a division of a question,  
10 which shall be divided if it includes propositions  
11 so distinct that if one is taken away, a substantive  
12 proposition shall remain in a technically proper form  
13 for the decision of the senate. A motion to strike out  
14 and insert is indivisible; but a motion to strike out,  
15 if lost, shall not preclude amendments to the matter  
16 attempted to be stricken or a motion to strike out and  
17 insert.

18 Rule 17

19 The Previous Question

20 The previous question shall be in this form: "Shall  
21 debate be closed on the pending question?" A motion  
22 for the previous question may be adopted by a majority  
23 of the senators present and voting. Its effect shall  
24 be to put an end to debate and bring the senate to a  
25 direct vote upon the pending question. However, any  
26 senator who has not previously spoken on the pending  
27 question and who, after the main question is taken up  
28 and before the motion for the previous question has  
29 been made, requested recognition by depressing the  
30 "speak" device may speak no longer than five minutes

1 on the pending question. If action on the pending  
2 question continues into another legislative day or is  
3 deferred, the previous question shall apply and the  
4 requests to be recognized shall be honored.

5 When the motion applies to an amendment, the senator  
6 proposing the amendment shall have five minutes to  
7 close debate on the amendment.

8 The senator handling the measure under consideration  
9 shall have ten minutes to close debate on the main  
10 question.

11

Rule 18

12

Call of the Senate

13 Ten senators may file in writing a call of the  
14 senate on any single item of legislative business.  
15 A call of the senate requires the presence of every  
16 senator and is in order at any time prior to the vote  
17 being announced by the president. The sergeant-at-arms  
18 shall return promptly all absent senators. Debate  
19 on the item may continue while absent senators are  
20 returning, but no vote on the item is in order on it  
21 until all have returned. Adoption of a motion to  
22 recess or adjourn to a specific time will not lift  
23 the call. The call may be lifted, or a senator may  
24 be excused from the call without lifting the call, by  
25 a vote of a constitutional majority of the senators.  
26 Those senators excused prior to the filing of the call  
27 are excused from the call.

28

Rule 19

29

Committee of the Whole

30 The senate may resolve itself into a committee of

1 the whole senate when it wishes to permit more free and  
2 informal discussion. Persons other than senators may  
3 appear and present information.

4 Any senator may move "that the senate now resolve  
5 itself into a committee of the whole to consider" a  
6 stated subject.

7 The president of the senate shall be chair of the  
8 committee of the whole unless otherwise ordered by the  
9 senate.

10 The procedure in committee of the whole is subject  
11 to the rules of the senate. The previous question and  
12 the motion to reconsider shall be in order.

13 The committee of the whole cannot take any final  
14 action and its power is limited to recommendation to  
15 the senate. The proceedings of the committee of the  
16 whole, including any roll call vote, shall be printed  
17 in the journal.

18 Any senator may at any time, except while voting or  
19 while a senator has the floor, move that "the committee  
20 rise" which is equivalent to a motion to adjourn.

21 After adoption of the motion to rise, the chair  
22 may report to the senate in the same manner as other  
23 committee reports are given.

24 Rule 20

25 Last Reading and Passage of Bills

26 When a motion to place a bill on its last reading is  
27 lost, the same motion shall be in order at any later  
28 time. After the last reading of a bill, no amendment  
29 shall be received. The vote on final passage shall be  
30 taken immediately without debate.

1 Rule 21

2 Engrossment of Bills

3 An engrossment is a proofreading and verification  
4 in order to be certain that a bill before the senate is  
5 identical with the original bill as introduced with all  
6 amendments which have been adopted correctly inserted.

7 In an engrossed bill, all obvious typographical,  
8 spelling or other clerical errors are corrected and  
9 section or paragraph numbers and internal references  
10 are changed as required to conform the original bill  
11 to any amendments which have been adopted. All such  
12 corrections or changes shall be reported in the journal  
13 by the secretary of the senate. The engrossed bill  
14 shall be placed in the bill file with the original bill  
15 and amendments.

16 Rule 22

17 Manner of Voting

18 On voice vote, the question shall be distinctly put  
19 in this form: "Those in favor of (the question) say  
20 ~~'aye'~~ 'yea'." "Those opposed to (the question) say  
21 'no'."

22 A non-record or record roll call vote may be  
23 requested by any senator or ordered by the president  
24 any time before the results are announced. A  
25 non-record roll call shall be requested by asking for a  
26 "division". A record roll call shall be requested by  
27 asking for a "record". Upon request for a non-record  
28 or record roll call vote, the president shall announce  
29 that such a non-record or record roll call vote has  
30 been requested and shall state the question to be put

1 to the senate. The president then shall direct the  
2 secretary of the senate to receive the votes.

3 Senators present may cast their votes, either  
4 by operating the voting mechanism located at their  
5 assigned desk or by signaling the president if they are  
6 unable to vote at their assigned desk. The president  
7 shall enter the votes of senators signaling their  
8 votes.

9 After sufficient time has elapsed for all senators  
10 present to record their votes, the president shall  
11 direct the secretary of the senate to close the voting  
12 system. The president shall still enter the senators'  
13 votes at any time prior to directing the secretary of  
14 the senate to lock the voting system. The president  
15 shall then immediately announce the vote.

16 During a record roll call vote, both individual  
17 votes and vote totals shall be indicated on the display  
18 boards and printed in the journal. On non-record  
19 roll calls, only vote totals shall be indicated on the  
20 display boards and printed in the journal.

21 In the event the electronic voting system is not  
22 in operating order, the president shall direct the  
23 secretary of the senate to take the non-record or  
24 record roll call by calling the names of the senators  
25 in alphabetical order.

26 Rule 23

27 Duty of Voting

28 Every senator present when a question is put shall  
29 vote ~~"aye"~~ "yea", "no", or "present" unless previously  
30 excused by the senate. Upon demand being made by any



1 senator, the secretary of the senate shall call in  
2 alphabetical order the names of the senators not voting  
3 or voting "present". Those senators called shall  
4 vote "~~aye~~" "yea" or "no" unless the senator states a  
5 personal interest in the question or concludes that he  
6 or she should not vote under the senate code of ethics.

7 Rule 24

8 Reconsideration

9 When a main motion has been decided by the senate,  
10 any senator having voted on the prevailing side  
11 may move to reconsider the vote on the same or next  
12 legislative day. Motions to reconsider the vote on a  
13 bill or resolution shall be in writing and filed with  
14 the secretary of the senate.

15 Notwithstanding any time limitations applicable  
16 to motions to reconsider main motions, a motion to  
17 reconsider the vote on an amendment may be made at  
18 any time before final disposition of the motion to  
19 be amended. Such motion shall be in writing and  
20 filed with the secretary of the senate. A motion to  
21 reconsider an amendment to a main motion shall be taken  
22 up for consideration only prior to the disposition of  
23 the main motion or upon reconsideration of the main  
24 motion.

25 A constitutional majority by a record roll call is  
26 necessary to reconsider a bill or joint resolution.  
27 During three legislative days from the date the motion  
28 to reconsider a bill or resolution is filed, only the  
29 mover may call it up. Thereafter, any senator may call  
30 up the motion. If a date for adjournment has been set

1 by resolution of the senate, any senator may call up  
2 a motion to reconsider at any time within three days  
3 prior to the date set for adjournment.

4 If the motion to reconsider a bill or resolution  
5 prevails, motions to reconsider amendments thereto  
6 shall be in order and shall be disposed of without  
7 delay.

8 A motion that any action taken by the senate be  
9 reconsidered and the motion to reconsider be laid upon  
10 the table shall be a single and indivisible motion,  
11 known as the double-barreled motion, which, if carried,  
12 shall have the effect of preventing reconsideration  
13 unless a motion to take from the table prevails.  
14 A constitutional majority is necessary for the  
15 double-barreled motion to prevail on a bill or joint  
16 resolution. The double-barreled motion can only be  
17 made from the floor after the vote is announced and the  
18 member who moved the final reading shall have priority  
19 in making it.

20 A motion to reconsider and lay on the table shall  
21 have priority over a motion to reconsider if they are  
22 both filed on the same legislative day.

23 In the event that a motion to reconsider is pending  
24 at the end of the first session or any extraordinary  
25 session of any general assembly, or the general  
26 assembly adjourns sine die, and the motion has not been  
27 voted upon by the senate, it shall be determined to  
28 have failed.

29 Rule 25

30 Suspension of Rules and Taking from Table

1 No standing rule or rules incorporated by reference  
2 under Rule 3 or order of the senate shall be rescinded  
3 or suspended, nor shall any matter, tabled upon  
4 motion, be taken up, except by an affirmative vote of a  
5 constitutional majority of the senate.

6 INTRODUCTION AND FORM OF BILLS

7 Rule 26

8 Time and Method of Introducing Bills and Amendments

9 All bills to be introduced in the senate shall be  
10 typed in proper form by the legislative services agency  
11 and shall be filed with the recording clerk.

12 All amendments shall be typed in proper form and  
13 filed with the recording clerk not later than 4:30  
14 p.m., or adjournment, whichever is later, in order to  
15 be listed in the following day's clip sheet.

16 An "impact amendment" is an amendment which  
17 reasonably could have an annual effect of at least one  
18 hundred thousand dollars or a combined total effect  
19 within five years after enactment of five hundred  
20 thousand dollars or more on the aggregate revenues,  
21 expenditures or fiscal liability of the state or its  
22 subdivisions.

23 An impact amendment to a bill which has been on  
24 the calendar for at least three full legislative days  
25 prior to its consideration shall not be taken up by the  
26 senate unless:

27 1. a fiscal note is attached, and the amendment is  
28 filed at least one legislative day prior to the date  
29 set for consideration of the bill; or

30 2. the amendment is an appropriation or other

1 measure where the total effect is stated in dollar  
2 amounts.

3 Rule 27

4 Limit on Introduction of Bills

5 No bill or joint resolution, except bills and  
6 joint resolutions cosponsored by the majority and  
7 minority floor leaders, or companion bills and joint  
8 resolutions sponsored by the majority floor leaders of  
9 both houses, shall be introduced in the senate after  
10 4:30 p.m. on Friday of the fifth week of the first  
11 regular session of a general assembly unless a formal  
12 request for drafting the bill has been filed with the  
13 legislative services agency before that time. After  
14 adjournment of the first regular session, bills may  
15 be prefiled at any time before the convening of the  
16 second regular session. No bill shall be introduced  
17 after 4:30 p.m. on Friday of the second week of the  
18 second regular session of a general assembly unless a  
19 formal request for drafting the bill has been filed  
20 with the legislative services agency before that time.  
21 However, standing committees may introduce bills and  
22 joint resolutions at any time. A bill which relates  
23 to departmental rules sponsored by the administrative  
24 rules review committee and approved by a majority  
25 of the members of the committee in each house may  
26 be introduced at any time and must be referred to a  
27 standing committee which must take action on the bill  
28 within three weeks. Senate and concurrent resolutions  
29 may be introduced at any time.

30 No bill, joint resolution, concurrent resolution

1 or senate resolution shall be introduced at any  
2 extraordinary session unless sponsored by a standing  
3 committee, the majority and minority floor leaders, or  
4 the committee of the whole.

5 Rule 28

6 Introduction, Reading, and Form of Bills and  
7 Resolutions

8 Every senate bill and resolution shall be introduced  
9 by one or more senators or by any standing committee  
10 of the senate and shall at once be given its first  
11 reading.

12 If the senate is in session when a bill or  
13 resolution is introduced, the first reading shall  
14 consist of reading its file number, the title and  
15 sponsor of the bill. If the senate is not in session  
16 but a journal is published for the day, the first  
17 reading shall consist of a journal entry of the bill's  
18 file number, title, sponsor and the notation "Read  
19 first time under Rule 28".

20 Any bill or resolution approved for introduction by  
21 a standing committee during an interim period between  
22 sessions of one General Assembly shall be introduced  
23 without further action by the committee at the next  
24 succeeding regular session of the same General Assembly  
25 and placed immediately upon the regular calendar.

26 Every bill and resolution referred to committee  
27 shall have received two readings before its passage.

28 The subject of every bill shall be expressed in its  
29 title.

30 Rule 29

## Explanations

2 No bill, except appropriation committee bills and  
3 simple or concurrent resolutions, shall be introduced  
4 unless a concise and accurate explanation is attached.  
5 The chief sponsor or a committee to which the bill has  
6 been referred may add a revised explanation at any time  
7 before the last reading, and it shall be included in  
8 the daily clip sheet.

### Rule 30

## Resolutions

11 A "senate resolution" is a resolution acted upon  
12 only by the senate which relates to an accomplishment  
13 of national or international status; the dedication  
14 of a day by a statewide or national group; the  
15 one hundredth, one hundred twenty-fifth, or one  
16 hundred fiftieth anniversary of a local government  
17 or organization; the recognition of state ties to  
18 other governments; the retirement of a senator  
19 or long-time senate employee; or to rules and  
20 administrative matters, including the appointment  
21 of special committees, within the senate. A senate  
22 resolution requires the affirmative vote of a majority  
23 of the senators present and voting, unless otherwise  
24 required in these rules. A senate resolution shall  
25 be filed with the secretary of the senate. A senate  
26 resolution shall be printed in the bound journal after  
27 its adoption and in the daily journal upon written  
28 request to the secretary of the senate by the sponsor  
29 of the resolution. Other expressions of sentiment  
30 or recognition may be made with the issuance of a

1 certificate of recognition.

2 Rule 31

3 Nullification Resolutions

4 A nullification resolution may be introduced  
5 by a standing committee, the administrative rules  
6 review committee, or any member of the senate.  
7 A nullification resolution introduced by the  
8 administrative rules review committee or a member  
9 of the senate shall be referred to the same standing  
10 committee it would be referred to if it was a bill.  
11 Any nullification resolution may be referred to the  
12 administrative rules review committee by a majority  
13 vote of the standing committee which introduced it  
14 or to which it was referred. The administrative  
15 rules review committee may seek an agreement with the  
16 affected administrative agency wherein the agency  
17 agrees to voluntarily rescind or modify a rule or rules  
18 relating to the subject matter of the nullification  
19 resolution. An agreement to voluntarily rescind  
20 or modify an administrative agency rule shall be in  
21 writing and signed by the chief administrative officer  
22 of the administrative agency and a majority of the  
23 administrative rules review committee members of each  
24 house and shall be placed on file in the offices of  
25 the chief clerk of the house, the secretary of the  
26 senate, and the secretary of state. If an agreement  
27 is not reached, or the nullification resolution is  
28 not approved by a majority of the administrative rules  
29 review committee members of each house, within two  
30 weeks of the date the resolution is referred to the

1 administrative rules review committee, the resolution  
2 shall be placed on the calendar. If the nullification  
3 resolution is approved by the administrative rules  
4 review committee it shall be placed on the calendar.  
5 A nullification resolution is subject to a motion to  
6 withdraw the nullification resolution as provided in  
7 rule 42.

8 A nullification resolution is debatable, but cannot  
9 be amended on the floor of the senate.

10 Rule 32

11 Resolutions, Applicable Rules

12 All rules applicable to bills shall apply to  
13 resolutions, except as otherwise provided in the rules.

14 Rule 33

15 Study Bills

16 1. A study bill is any matter which a senator  
17 wishes to have considered by a standing committee or  
18 appropriations subcommittee for introduction as a  
19 committee bill or resolution. The term "study bill"  
20 includes "proposed bills" provided for in Rule 37 and  
21 departmental requests prefiled in the manner specified  
22 in section 2.16 of the Code.

23 2. A study bill shall bear the name of the member  
24 who wishes to have the bill considered. A study bill  
25 proposed by a state agency shall bear the name of the  
26 agency. A committee chair may submit a study bill in  
27 the name of that committee.

28 3. Upon first receiving a study bill from a  
29 senator, a committee chairperson shall submit three  
30 copies to the secretary of the senate. Study bills



1 received in the secretary of the senate's office before  
 2 3:00 p.m. shall be filed, numbered, and reported in  
 3 the journal for that day. Study bills received in the  
 4 secretary of the senate's office after 3:00 p.m. shall  
 5 be filed, numbered, and reported in the journal for the  
 6 subsequent day. The secretary shall number such bills  
 7 in consecutive order. The secretary shall maintain a  
 8 record of all study bills and their assigned number.  
 9 Committee records shall refer to study bills by the  
 10 number assigned by the secretary.

11 4. The secretary shall file a report in the journal  
 12 of each study bill received. The report shall show  
 13 the study bill number, its title or subject matter,  
 14 and the committee which is considering it. If a study  
 15 bill is referred to a subcommittee, then the committee  
 16 chairperson shall report in the journal the names of  
 17 the subcommittee members to which it is assigned.

18 5. A study bill not prepared by the legislative  
 19 services agency may be submitted to a standing  
 20 committee, but shall not be considered by the full  
 21 committee unless reviewed and typed in proper form by  
 22 the legislative services agency.

#### 23 COMMITTEES AND COMMITMENT

##### 24 Rule 34

##### 25 Committee Appointments

26 Committee appointments shall be made by the majority  
 27 leader for members of the majority, after consultation  
 28 with the president, and by the minority leader for  
 29 members of the minority, after consultation with  
 30 the president. No senator shall serve on more than

1 six standing committees. The majority leader, after  
2 consultation with the president, shall designate the  
3 chairperson and vice-chairperson of each standing  
4 committee. The minority leader, after consultation  
5 with the president, shall designate the ranking member  
6 of each standing committee from the minority membership  
7 of that committee.

8 Rule 35

9 Standing Committees

10 The names of the standing committees of the senate  
11 shall be:

12 Agriculture  
13 Appropriations  
14 Commerce  
15 Education  
16 Government Oversight  
17 Human Resources  
18 Judiciary  
19 Labor and Business Relations  
20 Local Government  
21 Natural Resources and Environment  
22 Rules and Administration  
23 State Government  
24 Transportation  
25 Veterans Affairs  
26 Ways and Means

27 Rule 36

28 Committee on Rules and Administration

29 The committee on rules and administration shall  
30 recommend rules and rule changes to the senate, shall

1 hire senate employees, shall recommend salary scales  
2 for all senate employees, and shall oversee senate  
3 budget and administration matters.

4 The committee on rules and administration will  
5 select, for senate approval, an individual to serve as  
6 secretary of the senate.

7 The committee shall have the following standing  
8 subcommittees:

- 9 1. Joint Rules
- 10 2. Senate Rules
- 11 3. Administrative Services
- 12 4. Caucus Services

13 The majority leader shall serve as chair of the  
14 rules and administration committee and as chair of  
15 the standing subcommittee on caucus services. The  
16 president of the senate shall serve as vice-chair of  
17 the rules and administration committee, and as chair of  
18 the subcommittee on administrative services.

19 Rule 37

20 Appropriations Committee

21 The appropriations committee shall receive bills  
22 committed to it and shall assign each to one of the  
23 appropriations subcommittees.

24 The appropriations subcommittees shall be named:

- 25 Administration and Regulation
- 26 Agriculture and Natural Resources
- 27 Economic Development
- 28 Education
- 29 Health and Human Services
- 30 Justice System

1     Transportation, Infrastructure, and Capitals

2     The appropriations subcommittees shall receive  
3 bills assigned to them or may originate proposed bills  
4 within the subcommittee's jurisdiction as defined by  
5 the appropriations committee for consideration by the  
6 appropriations committee. Each subcommittee may submit  
7 amendments to bills together with the subcommittee's  
8 recommended action to the appropriations committee.

9     If a bill or proposed bill is submitted to the  
10 appropriations committee by an appropriations  
11 subcommittee the appropriations committee may:

12     1. report the bill or approve the proposed bill for  
13 introduction by the appropriations committee;

14     2. report the bill with any appropriations  
15 committee-approved amendments incorporated;

16     3. draft a new bill for sponsorship by the  
17 appropriations committee and report it; or

18     4. re-refer it together with the appropriations  
19 committee's objections to the appropriations  
20 subcommittee from which it was originally referred or  
21 which originated the draft bill.

22     The appropriations committee and subcommittees may  
23 meet jointly with the appropriations committee of the  
24 house of representatives.

25                                     Rule 38

26                     First Reading and Commitment

27     Upon the first reading of an individual bill or  
28 resolution, or a house committee bill or resolution,  
29 the president shall refer the bill or resolution to  
30 an appropriate standing committee. If the bill or

1 resolution is a senate committee bill or resolution,  
2 the president shall place it on the calendar after  
3 its first reading. If the subject of the bill or  
4 resolution is not germane to the title of the committee  
5 presenting it, the president of the senate may refer it  
6 to a committee deemed appropriate.

7 All bills carrying an appropriation for any purpose  
8 or involving the expenditure of state funds shall be  
9 referred to the committee on appropriations.

10 All bills pertaining to the levy, assessment or  
11 collection of taxes or fees shall be referred to the  
12 committee on ways and means.

13 Any bill which provides for a new state board,  
14 commission, agency, or department or makes separate or  
15 autonomous an existing state board, commission, agency,  
16 or department, shall be referred to the committee  
17 on state government. If the bill or resolution is  
18 so referred after being sponsored or reported out  
19 by another committee, and if the committee on state  
20 government does not report out the bill or resolution  
21 within ten legislative days after referral, the bill  
22 or resolution shall automatically be restored to the  
23 calendar with the same priority it had immediately  
24 before referral.

25 This rule shall also apply when such provisions are  
26 added to a bill or resolution by amendment adopted by  
27 the senate.

28 Rule 39

29 Rules for Standing Committees

30 The following rules shall govern all standing

1 committees of the senate. Any committee may adopt  
2 additional rules which are consistent with these rules:

3 1. A majority of the members shall constitute a  
4 quorum.

5 2. The chair of a committee shall refer each bill  
6 and resolution to a subcommittee within seven days  
7 after the bill or resolution has been referred to  
8 the committee. The chair may appoint subcommittees  
9 for study of bills and resolutions without calling a  
10 meeting of the committee, but the subcommittee must  
11 be announced ~~at the next meeting of the committee by~~  
12 placing notice in the journal. No bill or resolution  
13 shall be reported out of a committee until the next  
14 meeting after the subcommittee is announced, except  
15 that the chair of the appropriations committee may make  
16 the announcement of the assignment to a subcommittee by  
17 placing a notice in the journal. Any bill so assigned  
18 by the appropriations committee chair shall be eligible  
19 for consideration by the committee upon report of the  
20 subcommittee ~~but not sooner than three legislative days~~  
21 ~~following the publication of the announcement in the~~  
22 ~~journal~~.

23 When a bill or resolution has been assigned to a  
24 subcommittee, the chair shall report to the senate  
25 the bill or resolution number and the names of the  
26 subcommittee members and such reports shall be reported  
27 in the journal. Subcommittee assignments shall be  
28 reported to the journal daily. Reports filed before  
29 3:00 p.m. shall be printed in the journal for that day;  
30 reports filed after 3:00 p.m. shall be printed in the

1 journal for the subsequent day.

2 Where standing subcommittees of any committee have  
3 been named, the names of the members and the title of  
4 the subcommittee shall be published once and thereafter  
5 publication of assignments may be made by indicating  
6 the title of the subcommittee.

7 3. No bill or resolution shall be considered by a  
8 committee until it has been referred to a subcommittee,  
9 the subcommittee has held a public meeting, and the  
10 subcommittee has made its report unless otherwise  
11 ordered by a majority of the members.

12 4. The rules adopted by a committee, including  
13 subsections 2, 3, 9, 10, 11, and 12 of this rule, may  
14 be suspended by an affirmative vote of a majority of  
15 the members of the committee.

16 5. The affirmative vote of a majority of the  
17 members of a committee is needed to sponsor a committee  
18 bill or resolution or to report a bill or resolution  
19 out for passage.

20 6. The vote on all bills and resolutions shall be  
21 by roll call unless a short-form vote is unanimously  
22 agreed to by the committee. A record shall be kept by  
23 the secretary.

24 7. No committee, ~~except a conference committee,~~  
25 is authorized to meet when the senate is in session.  
26 This rule does not apply to conference committees or  
27 subcommittees.

28 8. A subcommittee shall not report a bill to the  
29 committee unless the bill has been typed into proper  
30 form by the legislative services agency.

1     9. A bill or resolution shall not be voted upon the  
2 same day a public hearing called under subsection 10 is  
3 held on that bill or resolution.

4     10. Public hearings may be called at the discretion  
5 of the chair. The chair shall call a public hearing  
6 upon the written request of one-half the membership of  
7 the committee. The chair shall set the time and place  
8 of the public hearing.

9     11. A subcommittee chair must notify the committee  
10 chair not later than one legislative day prior to  
11 bringing the bill or resolution before the committee.  
12 The committee cannot vote on a bill or resolution for  
13 at least one full day following the receipt of the  
14 subcommittee report by the chairperson.

15     12. A motion proposing action on a bill or  
16 resolution that has been defeated by a committee shall  
17 not be voted upon again at the same meeting of the  
18 committee.

19     13. Committee meetings and subcommittee meetings  
20 shall be open.

21                                 Rule 40

22                                 Voting in Committee

23     All committee meetings shall be open at all times.  
24 Voting by secret ballot is prohibited. Roll call votes  
25 shall be taken in each committee when final action on  
26 any bill or resolution is voted, unless a short-form  
27 vote is unanimously agreed to by the committee. A roll  
28 call vote also shall be taken in each committee at the  
29 request of a member upon any amendment or motion. All  
30 results shall be entered in the minutes which shall be



1 public records. Records of these votes shall be made  
2 available by the chair or the committee secretary at  
3 any time. This rule also applies to the appropriations  
4 subcommittees.

5 The committee shall not authorize the introduction  
6 of a committee bill or resolution until the members  
7 have received final copies of the bill or resolution  
8 with amendments or changes incorporated, and typed  
9 into proper form by the legislative services agency.  
10 The committee may, by unanimous consent, dispense with  
11 this requirement and instruct the legislative services  
12 agency to file a report with the committee members  
13 detailing the amendments or changes and this report  
14 shall become a part of the committee report.

15 Rule 41

16 Announcement of Committee Meetings

17 It shall be in order for the chair of any committee  
18 to announce to the senate the time and place of  
19 committee meetings. The announcement shall include a  
20 proposed agenda for the meeting. The sergeant-at-arms  
21 shall post at the rear of the chamber the daily  
22 schedule of committee meetings.

23 Rule 42

24 Withdrawal of Bills and Resolutions from Committee

25 The secretary of the senate shall note on each bill  
26 and resolution the date of its reference to committee.  
27 No bill or resolution shall be withdrawn from any  
28 committee within fifteen legislative days after the  
29 bill or resolution has been referred to the committee  
30 and thereafter only upon written petition for the

1 withdrawal of such bill or resolution signed by a  
2 constitutional majority of the senators, except as  
3 provided in Rule 38. Only senators may circulate such  
4 a petition.

5

Rule 43

6

Committee Reports

7 1. All committees shall file a report of committee  
8 meetings. Such reports shall contain the following  
9 information:

- 10 a. The time the meeting convened;  
11 b. Those senators who were present and absent at  
12 the time the meeting convened, as well as the time any  
13 senator, who was not present at the time the meeting  
14 convened, arrives for the meeting;  
15 c. The vote on any bill or resolution reported out  
16 of the committee for floor action;  
17 d. The title of the bill;  
18 e. The file number of the bill or resolution (if  
19 known);  
20 f. Whether the committee recommends that the  
21 bill or resolution be passed, amended and passed,  
22 indefinitely postponed, or considered without committee  
23 recommendation;  
24 g. An indication of other bills or matters  
25 discussed;  
26 h. Such other matters as the committee chair shall  
27 direct; and  
28 i. The time the meeting adjourned.  
29 2. No committee report shall be read, but all  
30 committee reports shall be printed in the journal.

1 Upon printing, all committee reports shall then stand  
2 approved unless the senate directs otherwise.

3 Rule 44

4 Bills or Resolutions Recommended for Indefinite  
5 Postponement

6 No senate bill or resolution recommended for  
7 indefinite postponement shall be considered in the  
8 absence of the chief sponsor or, if a house bill or  
9 resolution, in the absence of the senator representing  
10 the district in which the sponsor resides. When a  
11 question is postponed indefinitely, it shall not be  
12 again acted upon during that session of the general  
13 assembly.

14 GENERAL RULES

15 Rule 45

16 Access to Senate Chamber and Decorum

17 The persons who shall have access to the senate  
18 chamber, and the times access shall be available, and  
19 the rules governing activities in the chamber and other  
20 areas controlled by the senate shall be as prescribed  
21 by the rules and administration committee pursuant to a  
22 written policy adopted by the committee and filed with  
23 the secretary of the senate.

24 Rule 46

25 Legislative Interns and Aides

26 Legislative interns for senators shall be allowed  
27 on the floor of the senate in accordance with Rule 45;  
28 provided that each intern first has obtained a name  
29 badge from the secretary of the senate. The secretary  
30 of the senate shall issue an appropriate badge to all

1 interns for senators.

2 Rule 47

3 Clearing of Lobby and Gallery

4 In case of disturbance or disorderly conduct in the  
5 lobby or gallery, the presiding officer may order it  
6 cleared.

7 Rule 48

8 Presentation of Petitions

9 Each petition shall contain a brief statement of its  
10 subject matter and the name of the senator presenting  
11 it. Petitions shall be filed with the secretary of the  
12 senate and noted in the journal.

13 Rule 49

14 Distribution of Printed Material

15 No general distribution of printed material in  
16 the senate shall be allowed unless authorized by the  
17 secretary of the senate or by a senator.

18 Rule 50

19 Concerning the Printing of Papers

20 Any paper, other than that contemplated by Section  
21 10, Article III of the Constitution of the State of  
22 Iowa, presented to the senate may, with the consent of  
23 a constitutional majority, be printed in the journal.

24 Rule 51

25 Reprinting of Documents

26 When any bill has been substantially amended by the  
27 senate, the secretary of the senate shall order the  
28 bill reprinted on paper of a different color. All  
29 adopted amendments inserting new material shall be  
30 distinguishable.

1 The secretary of the senate may order the printing  
2 of a reasonable number of additional copies of bills,  
3 resolutions, amendments, or journals.

4 OFFICERS AND EMPLOYEES

5 Rule 52

6 Duties of the President

7 The senate shall elect, from its membership, a  
8 president. The president shall call the senate to  
9 order at the hour to which the senate is adjourned and  
10 shall proceed with the regular order of daily business.  
11 The president shall preserve order and decorum and  
12 decide all questions of order and corrections to the  
13 journal. The president shall direct voting as provided  
14 in rule 22. When a ruling on whether an amendment  
15 is or is not germane is issued, the ruling shall be  
16 accompanied by an explanation. The president of the  
17 senate shall be the chair of the committee of the whole  
18 unless otherwise ordered by the senate, under rule 19.

19 Upon the first reading of an individual bill or  
20 resolution, or a house committee bill or resolution,  
21 the president shall refer the bill or resolution to  
22 the appropriate standing committee. If the bill or  
23 resolution is a senate committee bill or resolution,  
24 the president shall place it on the calendar after  
25 its first reading. If the subject of the bill or  
26 resolution is not germane to the title of the committee  
27 presenting it, the president of the senate may refer it  
28 to the appropriate committee.

29 The president shall sign legislative enactments upon  
30 their enrolling.

1 The president of the senate shall serve as a member  
2 of the legislative council and the senate rules and  
3 administration committee. The president shall serve  
4 on the rules and administration committee as chair of  
5 the standing subcommittee designated to supervise the  
6 secretary of the senate and other employees of the  
7 administrative services division of the senate.

8 Rule 53

9 The President Pro Tempore

10 The senate shall elect, from its membership, a  
11 president pro tempore. When the president is absent,  
12 the president pro tempore shall preside, except when  
13 the chair is filled by temporary appointment by the  
14 president or the majority leader.

15 The president pro tempore, when presiding, shall  
16 perform duties as prescribed in rule 52, paragraphs 1  
17 and 2.

18 The president pro tempore shall serve as a member of  
19 the legislative council and as a member of the senate  
20 committee on rules and administration.

21 Rule 54

22 Secretary of the Senate

23 The secretary of the senate shall be a nonpartisan  
24 officer of the senate and shall:

- 25 1. Serve as chief administrative officer of the  
26 senate.
- 27 2. Have charge of the secretary's desk.
- 28 3. Be responsible for the custody and safekeeping  
29 of all bills, resolutions, and amendments filed, except  
30 while they are in the custody of a committee.

1 4. Have charge of the daily journal.

2 5. Have control of all rooms assigned for the use  
3 of the senate.

4 6. Keep a detailed record of senate action on all  
5 bills and resolutions.

6 7. Insert adopted amendments into bills before  
7 transmittal to the house of representatives and prior  
8 to final enrollment.

9 8. Prescribe With the exception of caucus employees  
10 and employees directly serving the majority leader,  
11 the president of the senate, and the minority leader,  
12 prescribe the duties of and supervise all senate  
13 employees.

14 9. Authorize all expenditures of funds within the  
15 senate budget.

16 10. The secretary of the senate shall also act as  
17 senate parliamentarian and shall:

18 a. Advise the presiding officer of the senate  
19 about parliamentary procedures during deliberations of  
20 the senate.

21 b. Perform other duties as prescribed by the  
22 committee on rules and administration.

23 c. Process the handling of amendments when filed  
24 and during the floor consideration of bills.

25 Rule 55

26 Legal Counsel

27 The legal counsel shall be the secretary of the  
28 senate or a contractual employee of the senate and  
29 shall:

30 1. Serve as attorney and counselor for the senate.

1     2. At the request of the majority or minority  
2 leaders, research any legal issue in which the senate  
3 has an interest. However, the legal counsel shall not  
4 issue nor venture any opinions on unresolved questions  
5 of law unless permitted by both the majority and  
6 minority leaders.

7

Rule 56

8

Sergeant-at-Arms

9     The sergeant-at-arms shall be an employee of the  
10 senate and shall:

11     1. Wear the appropriate badge of his or her office.

12     2. Attend the senate during its sessions.

13     3. Aid in the enforcement of order under the  
14 direction of the president of the senate and the  
15 secretary of the senate.

16     4. Execute the commands of the senate.

17     5. See that no unauthorized person disturbs the  
18 contents of the senators' desks.

19     6. Supervise the doorkeepers, the assistant  
20 sergeant-at-arms, and pages.

21     7. Announce all delegations from the governor or  
22 house.

23     8. Supervise the seating of visitors and press  
24 representatives.

25

Rule 57

26

Senate Secretaries

27     Every senator shall be permitted to employ for each  
28 session of a general assembly a personally selected  
29 secretary.

30

Rule 58



1                   Use of Electronic Voting System

2       Any officer or employee of the senate, other than  
3 a duly elected member of the senate, who operates the  
4 electronic voting machine mechanism located at the  
5 desk of said member of the senate shall be subject to  
6 immediate termination from employment. The provisions  
7 of this paragraph shall not apply to the use of the  
8 page bell or to testing of the electronic voting  
9 system.

10                   CONFIRMATION OF APPOINTMENTS

11                               Rule 59

12                               Appointments

13       The secretary of the senate shall:

14       a.   send, to each appointee submitted by the  
15 governor for senate confirmation, a copy of a  
16 senate questionnaire as approved by the rules and  
17 administration committee;

18       b.   receive completed questionnaires from appointees  
19 and forward copies of the completed questionnaires to  
20 appropriate committee members; and

21       c.   maintain "Confirmation Calendar" categories  
22 on the senate calendar as directed under this rule,  
23 ~~senate~~ rule 6, and by the committee on rules and  
24 administration. No appointee shall be listed as  
25 eligible on the confirmation calendar until the  
26 secretary has received the appointee's completed senate  
27 questionnaire.

28       As soon as possible after the convening of a  
29 session, and again within one week following March  
30 1, the secretary of the senate shall publish in the

1 senate journal the names of all nominees submitted  
2 for confirmation. The secretary of the senate shall  
3 maintain a file of all appointments received from the  
4 governor for confirmation. The file shall contain  
5 a description of the duties and the compensation  
6 for each nominee. The file shall show the date an  
7 appointment was received from the governor, the date  
8 the appointment was published in the journal, whether  
9 the nominee has been introduced, whether a committee  
10 report has been filed, when the senate questionnaire  
11 was sent to the appointee, and shall include a copy of  
12 the appointee's completed senate questionnaire, upon  
13 receipt.

14 INVESTIGATING COMMITTEES. All appointments  
15 received from the governor shall be referred to the  
16 rules and administration committee by the secretary  
17 of the senate on the same day they are published in  
18 the senate journal. The rules and administration  
19 committee shall establish an en bloc confirmation  
20 calendar which must be filed with the secretary of  
21 the senate. Within three (3) legislative days after  
22 receiving an appointment, the committee shall either  
23 place a nominee on the en bloc confirmation calendar  
24 or assign the nominee to an appropriate standing  
25 committee for further investigation, publishing notice  
26 of such assignment in the senate journal for the next  
27 legislative day. If the rules and administration  
28 committee fails to take action on a nominee within  
29 the three (3) legislative days, the nominee shall  
30 automatically be placed on the en bloc confirmation

1 calendar.

2     Within the three (3) legislative days after an  
 3 appointment has been referred to the rules and  
 4 administration committee, any ten senators may require  
 5 that the nominee be assigned to an appropriate standing  
 6 committee by filing a written, signed request therefor  
 7 with the chairperson of the rules and administration  
 8 committee. The committee chair shall refer the  
 9 appointment to a subcommittee within ~~one (1)~~ three  
 10 (3) legislative ~~day~~ days after a standing committee  
 11 receives an appointment for further investigation,  
 12 publishing notice of such assignment in the senate  
 13 journal for the next legislative day. Within ten (10)  
 14 legislative days after a standing committee receives an  
 15 appointment for further investigation the subcommittee  
 16 shall file its report with the standing committee.

17     Within fourteen (14) legislative days after a  
 18 standing committee receives an appointment for  
 19 further investigation, the committee shall conduct  
 20 an investigation of the nominee and file its report  
 21 thereon with the secretary of the senate, who shall  
 22 then place the nominee on the en bloc calendar or  
 23 individual confirmation calendar as directed by  
 24 the committee. The failure of a committee to file  
 25 its report within the prescribed time means that  
 26 the nominee is to be automatically placed, without  
 27 recommendation, upon the individual confirmation  
 28 calendar.

29     Any individual nominated to head a department or  
 30 agency of state government, whose appointment is

1 subject to senate confirmation, must be introduced  
2 to the full senate prior to a vote on confirmation  
3 of the nominee. Additionally, any five (5) senators  
4 may request that any nominee be introduced to the  
5 senate by filing a written request with the secretary  
6 of the senate within ten (10) legislative days of  
7 the nominee's name appearing in the journal. Any  
8 individual nominated to a position requiring senate  
9 confirmation may request to be introduced to the  
10 full senate by notifying the secretary of the senate  
11 at least one (1) legislative day in advance of the  
12 nominee's appearance. If an individual is nominated  
13 both to fill a vacancy for an unexpired term and is  
14 also nominated for reappointment to that position  
15 during the same session, a single introduction is  
16 sufficient for eligibility for confirmation to both  
17 terms.

18 HEARINGS. Any member of a committee investigating  
19 an appointment may, within five (5) legislative days  
20 after the committee receives the appointment, obtain  
21 a hearing with the nominee by filing a written request  
22 with the secretary of the senate who shall forward it  
23 to the chair of the standing committee and the chair  
24 of the subcommittee. Notice of the hearing shall be  
25 published in the journal at least two (2) legislative  
26 days prior to the hearing. At the hearing, which  
27 shall be before the subcommittee, the nominee may be  
28 questioned as to his or her qualifications to fulfill  
29 the office to which nominated and further questioned  
30 as to his or her viewpoints on issues facing the office

1 to which nominated. Any senator may at the discretion  
2 of the chair of the subcommittee be permitted to submit  
3 oral questions. The public may, at the discretion of  
4 the investigating committee, be permitted to submit  
5 oral or written statements as to the qualifications of  
6 the nominee.

7 Also, within five (5) legislative days after the  
8 subcommittee receives an appointment for investigation,  
9 any senator may submit written questions to be answered  
10 by the nominee prior to consideration of the nominee's  
11 confirmation by the senate.

12 INFORMATIONAL MEETINGS. After a nominee has  
13 been placed on the calendar and prior to the vote on  
14 confirmation, any senator may request an informational  
15 meeting on the nomination which shall be held before  
16 the subcommittee.

17 VOTING ON CONFIRMATIONS. Appointments received  
18 from the governor for senate confirmation during any  
19 session of a general assembly shall be acted upon ~~prior~~  
20 ~~to adjournment of that session~~ by April 15 as provided  
21 by section 2.32 of the Code. Upon the motion of the  
22 majority leader or his or her designee, the nominees on  
23 the en bloc confirmation calendar shall be confirmed  
24 en bloc by the affirmative vote of two-thirds of the  
25 members elected to the senate. The journal shall  
26 reflect a single roll call accompanied by a statement  
27 of the names of those individuals subject to the en  
28 bloc confirmation vote.

29 Prior to an en bloc vote, any senator may request,  
30 either in writing or from the floor, an individual vote

1 on any nominee on the en bloc confirmation calendar.

2 The senate shall vote separately on the nominee.

3 Nominees on the individual confirmation calendar  
4 shall be confirmed by a two-thirds vote; however, the  
5 senate shall take a separate roll call on each nominee,  
6 unless by unanimous consent, it determines to take one  
7 vote on all nominees under consideration. In any case,  
8 the journal shall reflect a single roll call vote for  
9 each nominee.

10 If an individual is nominated both to fill a vacancy  
11 for an unexpired term and is also nominated for  
12 reappointment to that position, and such appointment  
13 and reappointment appear on the senate calendar as  
14 eligible at the same time, a single vote is sufficient  
15 for confirmation to both terms.

16 Rule 60

17 Time of Committee Passage and Consideration of Bills

18 1. This rule does not apply to concurrent or  
19 simple resolutions, joint resolutions nullifying  
20 administrative rules, senate confirmations, bills  
21 embodying redistricting plans prepared by the  
22 legislative services agency pursuant to chapter  
23 42, or bills passed by both houses in different  
24 forms. Subsection 2 of this rule does not apply to  
25 appropriations bills, ways and means bills, government  
26 oversight bills, legalizing acts, administrative  
27 rules review committee bills, bills sponsored by  
28 standing committees in response to a referral from  
29 the president of the senate or the speaker of the  
30 house of representatives relating to an administrative

1 rule whose effective date has been delayed or whose  
2 applicability has been suspended until the adjournment  
3 of the next regular session of the general assembly  
4 by the administrative rules review committee, bills  
5 cosponsored by the majority and minority floor leaders  
6 of the senate, bills in conference committee, and  
7 companion bills sponsored by the majority floor leaders  
8 of both houses after consultation with the respective  
9 minority floor leaders. For the purposes of this rule,  
10 a joint resolution is considered as a bill. To be  
11 considered an appropriations or ways and means bill for  
12 the purposes of this rule, the appropriations committee  
13 or the ways and means committee must either be the  
14 sponsor of the bill or the committee of first referral  
15 in the senate.

16 2. To be placed on the calendar in the senate a  
17 senate bill must be first reported out of a standing  
18 committee by Friday of the 8th week of the first  
19 session and the ~~8th~~ 6th week of the second session. A  
20 house bill must be first reported out of a standing  
21 committee by Friday of the 12th week of the first  
22 session and the ~~11th~~ 10th week of the second session to  
23 be placed on the senate calendar.

24 3. During the 10th week of the first session and  
25 the ~~9th~~ 7th week of the second session, the senate  
26 shall consider only bills originating in the senate and  
27 unfinished business. During the 13th week of the first  
28 session and the ~~12th~~ 11th week of the second session,  
29 the senate shall consider only bills originating in the  
30 house and unfinished business. Beginning with the 14th

1 week of the first session and the ~~13th~~ 12th week of the  
2 second session, the senate shall consider only bills  
3 passed by both houses, bills exempt from subsection 2,  
4 and unfinished business.

5 4. A motion to reconsider filed and not disposed  
6 of on an action taken on a bill or resolution which is  
7 subject to a deadline under this rule may be called up  
8 at any time before or after the day of the deadline by  
9 the person filing the motion or after the deadline by  
10 the majority floor leader, notwithstanding any other  
11 rule to the contrary.

12 BE IT FURTHER RESOLVED, That should a system of  
13 deadlines for the time of committee passage and  
14 consideration of bills be adopted by joint action  
15 of the senate and house at any time during the  
16 ~~eighty-seventh~~ eighty-eighth general assembly, those  
17 provisions shall supersede the provisions of rule 60.